



108 Main St Carver MA 2330

Approved
7-15-2013

Meeting Minutes

Date: May 6, 2013 **Time:** 6:00
Agenda (exhibit A)

Members Present: Chairman Will Sinclair, , Secretary Robert Belbin, Brian Abatiello
vacant Gov. appointment.

Members not present: Vice chairman Johanna Leighton

Public Present: Jack Hunter Town Planner.

Meeting opened by Chairman Will Sinclair at 600pm request to take agenda out of order.

Motion by Belbin

Seconded by Abatiello

Motion made and second, further discussion, none

All in favor say Aye

AYE Sinclair, Belbin, Abatiello 3-0-0

Item 2.

Discuss, Approve and possible vote to Reorganize the Redevelopment Authority

Sinclair: we usually reorganize after an election. we normally wait until we get a full board. Johanna is away until next month. Any problem in waiting for Johanna to come?

Abatiello: I don't.

Belbin: if our By-laws say we are supposed to reorganize today we should do it today.

Sinclair: its after the election. but, a full complete board. Why we delay or didn't delay.

Belbin: I think we should do it today, we did it last year.

Abatiello: I prefer to wait.

Motion by Abatiello to delay until next meeting

Second by Sinclair

Motion made and second, further discussion,

Belbin: I feel we should do it when we are supposed to do it. because one member is not here, she is off in Florida and you are an elected member you should be at as much meetings as you can. Unless for some un for seen circumstance I think you should be here. I think we should continue.

All in favor say Aye

AYE Sinclair, Abatiello NAY Belbin 2-1-0.

Item 1.

Welcome new Member. Thank former Member.

Sinclair: Welcome, I know you did not accept the governors appointment. congratulations on your Election Brian.

Item 3.

Discuss, approve and possible vote on Meeting minutes of April 1, 2013; April 4, 2013.

Belbin: The AGO made a decision from the Town of Carver and me. When a time was posted for the agenda, or multiple agendas the time of posting needs to be documented. Same with Minutes.

Motion by Belbin to approve April 1, 2013.

Second by Sinclair

Hunter: commented that only 2 members voting is an issue with Brian not being present for meetings.

Belbin: suggested the rule of necessity would be in order. This would be an issue with others.

Sinclair: it would only be 2 months behind. Not like it was 6,7,8 months behind.

Belbin: I neglected to add two other minutes to the agenda. So Next agenda to March 4, and march 25, 2013, April 1 and April 4th will need to be added.

Sinclair: It is up to you, we can wait until Johanna returns. Not that big of a problem. If you feel comfortable voting as a new member that is fine.

Abatiello: I'm going to wait until Johanna comes back.

Belbin: I rescind my vote. I motion that we table April 1 and 4th. put on the next agenda March 4 and March 25th.

Sinclair: Seconded

Sinclair: all in favor. Good.

Item 4.

Discuss, approve and possible vote Treasures Report.

Sinclair: we do not have a new Treasurer. But we do have to get the checkbook from him. As you are aware I went to Rockland trust after the vote to start the process, did you go to Rockland trust to be a signer on the account?

Abatiello: I did that this afternoon.

Sinclair: Good. Bob

Belbin: I refuse to. I feel I do not need to be on the checkbook.

Sinclair: you don't have to. but to be aware the deal is we require 2 signatures to approve anything. to do anything we require 2 signature's checks and balances.

We'll send that off to Johanna to start that process.

Belbin: So Johanna will be too?

Sinclair: yes. Put those on the next agenda, those are a standard anyway.

Belbin: It is already on there.

Sinclair: I will get with Jack Franey because it is the property of the RDA.

Belbin: he did give a pretty thorough report last month.

Sinclair: He did.

Item 5.

Discuss, approve and possible vote policy and procedures: Remote participation, Sub Committee, All RDA members duties, Remote Participation policy,

Sinclair: This is something Bob and Johanna has been working on. I just want to bring Brian up to speed.

Belbin: discussed some changes to the secretary policy. Go together with OML and Public records. Remote participation draft with town administrator and Johanna. I have some questions about it, Johanna is not here. We did say we were going to vet it out before we send it out. This will have to be discussed.

Sinclair: do you have any of this stuff on hard copies on your computer?

Belbin: not yet. Those I do, some I am in the process for a big binder for all our stuff. Remote participation will have to be brought up an the next meeting when Johanna returns.

Sinclair: give that to Jack so he can print that off for Brian.

Hunter: I don't think I have this, I think Johanna brought this hard copy.

Belbin: we didn't have anything back on the sub- committee. All members duties I haven't went through yet.

Sinclair: This is something Bob and Johanna have been working on to get more direction for what we should be doing and not. documented. the steps that need to be taken place.

Belbin: so we have policy and procedures and we are all on the same page. when the next person comes in they know what to do. Standardize everything.

Item 6.

Discuss for 2013 projects:

Report from Jack Hunter: Directional Sign Program, Welcome to Carver Sign Program, Elderly Housing Repair Project, Exterior Paint Program.

Jack Hunter: I gave examples to sign by design of sign program for the directional sign. will sent a photo to Pete. I have not gotten back a quote for it yet. That and the welcome Carver sign I gave him some examples. I like him and haven't gotten anything back.

Sinclair: I will put that on the next agenda.

Belbin: If we are going to go forward with these projects I brought the project forms here. I will fill them out. The Welcome to Carver Sign. Directional sign.

Sinclair: the Elderly housing repair (EHRP)proposal I thought was a great project. Brian I want to bring you up, these were all Bobs ideas. The EHRP was like working with the block grant program. Trying to help some of our people. maybe partner with some assets, builders and some housing. I think it is one of the better ones.

hunter: we don't have a block grant program anymore, I did send you the form, criteria for had and state. You don't have a lot of money.

Belbin: I thought 25,000.00, we have about 60,000.00 in the account. If we are going to do this we need to come up with a figure and stick to it. Use that form or one similar to it and put it out to the residents and see what type of support from the residents. We will have to find out a criteria.

Hunter: I received a call from a resident in cranberry village where his floors are caving in. Let me do this, we have a housing partnership meeting Ill bring this to them.

Sinclair: Id like to go to that.

hunter: I will remind you.

Sinclair: I think it is a great idea.

Belbin: I don't want to deal with septic systems. I don't want to deal with wells. Because of the expense.

Sinclair: discussed the need in pine tree village. There is a need.

Hunter: max per job, kinds of jobs, only with elderly, low mod income (up to 125%),approval?, wait, bidding for contracts.

Belbin: sign issue. downloaded pics. where signs would be located. I thought those sites are good. I think we have to focus on where, make it more rural.

Sinclair: less sporadic on the cape as people think.

Paint Project:

Hunter: made a narrative sent it to Eric(manager) OF aubuchon, he sent it to corporate, he called today and they approved it. I am meeting with Eric next Tuesday at 4:30. he's got discretion, he didn't tell me how much. Aubuchon would reduce the price of paint and we would reduce it. You will still have to come up with the same issues as criteria, who, when.

Belbin: I have met him, he actually called me and said he would have something on Friday. I asked he kept me in the loop. very nice guy.

Hunter: I should have something very shortly. hunter concern that be aware of spending money. 60,000.00 goes fast.

Belbin: I think the paint program was a small one, limiting it to \$2000.00 is a good idea, its a one year program. that people take advantage of it, promote it to the newspapers. got our name out there.

Item 7.

Discuss, approve and possible vote on audit of RDA accounts.

Sinclair: I put this on here. Where we have had a change in our treasurer, since we have never had one since inception an I was appointed. I think it is a good idea, what we want to do. It is well over due and needs to happen.

Belbin: what are the costs?

Sinclair: I don't know?

Hunter: who would you ask?

Sinclair: Eric Kinshaw. He's done some for the town, Call JQ Adams to give us a firm. Ask for some referrals. I would like to show checks and balances. Jacks been with us for at least 5 years and that we have all things on the up and up.

Abatiello: that makes sense. have a new slate.

Sinclair: If there are any issues, that we misses something.

Belbin: do you want a motion?

Belbin: Make a motion to research an audit firm for auditing since inception and to come back with prices at that time, 3 firms.

Seconded by Abatiello

Motion made and second, further discussion, none
All in favor say Aye
AYE Sinclair, Belbin, Abatiello 3-0-0

Hunter: you are going to work on that Mr. Chair?
Sinclair: Ya.

Item 8.

Schedule meeting with Board of Selectmen, jack

Sinclair: any one who has served and left or fulfilled their time to the Town I always requested some type of recognition. Member of a board, the time the put in . we recognize his efforts to the RDA. Simple letter and present it to him in front of the BOS.
Belbin: motion to schedule a meeting with the BOS as soon as they are available for presentation of a certificate of appreciation for his many years of service.

Seconded by Abatiello

Motion made and second, further discussion, none
All in favor say Aye
AYE Sinclair, Belbin, Abatiello 3-0-0
Hunter: Ill find out when is a good time.

Item 9.

Discuss, approve and possible vote Waterville Village issue with water.

Sinclair: they were supposed to come before us.

Hunter: I got a letter, from them last week. Its not water, Its gas. I will summarize. Nstar gas line goes down Rt 58. they are paying, private owned. Owner is paying for the gas line to go to them. They have to pay for the individual hookups. Some are truly financial trapped barely making ends meet. I sent this out to other organizations, not heard back.

Belbin: so they are converting all their homes, all on propane?

Hunter: yes they are all on propane.

Abatiello: do they have to pay for the gas line that goes past their house?

Hunter: it is privately owned, the owner is paying for the gas line from the street and in front of their home.

Sinclair: is that with the conversion kit? If they are propane then they would still have to convert the appliances from propane to gas.

Belbin: how many houses are we talking here?

Hunter: not many. 50-100?

Belbin: not that big. nice little place they keep it maintained.

Sinclair: I would want them to come in. Is this just the hook up of the conversion kit or the appliances?

Belbin: my though is there any union trade that can help?

Sinclair: read the letter: that they are looking for help with plumbing cost tying in to natural gas. Star has agreed to bring gas up to the meter for free. This money is for the conversion kits for heating, stoves. This is just for the conversion kits.

Hunter: Ill call him and invite him.

Belbin: I'm all for helping any one in town. I don't want to help someone then find out they have a substantial amount of money.

Item 10.

Discuss, approve and possible vote to pay for a RDA money at work sign to be purchased.

Sinclair: this is some thing that bobs been bringing up, like CPA signs. We have done a few project.

Abatiello: that would have been a smart idea.

Hunter: I asked Pete for a quote on this too.

Belbin: maybe \$50 bucks or so for 2.

Item 11.

Public Comment

Hunter: meeting with crystal lake resident, bob has popped in on some meetings. they asked about filing out an application for help.

Sinclair: is that on the old property we had?

Hunter: yes, Oak St.

Belbin: its a bunch of trees they want to cut down.

Hunter: tree removal, well and pump, they are going to ask AG com to formally recognize them.

Belbin: discussed the residents goal to develop a resident garden. Trees, roots, clearing fences need to be removed. Its going to cost money and they are looking for any help. Its a dumping grounds.

Item 12.

Member comments

Belbin: annual report sent out to DHCD. did it go out?

Sinclair: Bob did it go out?

Belbin: I dont know, it was a Jack.

Sinclair: jack can you call john Fitzgerald to see if we sent out the report to him. If not then we will get something to him.

Sinclair: annual issue line of credit?

hunter: i thought it was done last October.

Sinclair: we have a Line of credit of \$30,000.00 with Rockland trust.

Belbin: we need to discuss the wade st sub committee with johanna and i and the sub committee with me and brian. I have the meeting minutes and what i have I want to vote these two in and put one for the next one. Posted online on the website.

Item 13.

Next meeting.

Sinclair: Motion to have next meeting on June, 10th, time frame? move meetings to another room.

Abatiello: 530, 600 is best

Motion by Belbin to have meeting June 10, at 6pm.

Sinclair: yup, eeting room #2.

Hunter: I will do that, bob will post.

Motion to adjourn by Belbin

Seconded by Abatiello

Sinclair: Motion made and seconded, discussion, none. All in favor say Aye.

Aye. Sinclair, Belbin Abatiello Motion passes unanimous 3-0-0.